UNITED
NATIONS

ST

Secretariat

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14 October 1996

SECRETARY-GENERAL'S BULLETIN

To: Members of the staff

Subject: AMENDMENTS TO STAFF RULES 104.14 AND 111.2

Staff rule 104.14

1. Staff rule 104.14, Appointment and Promotion Board, is hereby amended to adjust the terminology to the practice and refer to "subsidiary panels" rather than "working groups"; and to simplify the process under which cases are considered by the Appointment and Promotion Committees.

2. Rule 104.14, as amended, reads as follows:

"(d) Subsidiary panels

As necessary, subsidiary panels at Headquarters and in other designated offices, with functions comparable to those of the Appointment and Promotion Board and Committees, may be appointed in the same manner by the Secretary-General.

...

"(g) The foregoing functions with respect to staff in the Professional category and at the Principal Officer level will be performed by the Appointment and Promotion Board or by the Appointment and Promotion Committees. With respect to staff in the General Service and related categories, the same functions will be performed by subsidiary panels, in accordance with the provisions establishing such panels.

"(h) Cases on which an Appointment and Promotion Committee has unanimously endorsed the recommendation of the programme manager will be submitted to the Secretary-General for decision without further review by the Appointment and Promotion Board."

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Staff rule 111.2

3. Staff rule 111.2, Appeals, is hereby amended to broaden the scope of conciliation procedures and to introduce a simplified and expedited procedure to handle small claims.

4. Rule 111.2, as amended, reads as follows:

"(b) At any time after a request for review has been submitted, but before a panel of the Joint Appeals Board has been constituted to hear an appeal, conciliation may be sought on the issues involved at the initiative of the Secretary-General, or the staff member, or the presiding officer of the Joint Appeals Board. The presiding officer shall refer the matter for that purpose to a chairperson or member of the Joint Appeals Board. This procedure is without prejudice to the right of the staff member to pursue an appeal under the provisions of this rule if the issues cannot be resolved through conciliation.

...

"(o) Notwithstanding the above, if the appeal involves a claim having a cumulative maximum value not in excess of one thousand and five hundred dollars ($1,500), on account of salary, emoluments or any other entitlement under the Staff Regulations and Rules, such claim shall be considered a 'small claim' and shall be dealt with accordingly under appropriate rules of procedure which the Joint Appeals Board competent to hear the appeal may have adopted. Such rules may require the designated representative of the Secretary-General to submit comments within thirty days of receipt of the claim from the Joint Appeals Board secretariat."

The present paragraphs (o) and (p) are renumbered as paragraphs (p) and (q) respectively.

5. The amended rules take effect on 1 October 1996.

Boutros BOUTROS-GHALI
Secretary-General